

Spouse or Child Gained Eligibility under Their Employer's Plan

These qualifying mid-year event election changes are permitted when your spouse or a child covered under your plan changes employment status resulting in eligibility under their employer's plan. This includes beginning employment and returning to work from an unpaid leave of absence. If your child is the one with the employment status change, be sure to review "[Lost Eligibility as Child Covered under Your Plan](#)".

Health Care Coverage:

- You may change your plan. HMO members are required to select a primary care physician.
- You may remove family members who enroll in the other plan. Removed family members will receive a HIPAA Certificate of Group Health Care Coverage. They do not qualify for Extended Coverage (COBRA).
- You may waive coverage if enrolled in the other plan.

Medical Flexible Reimbursement Account:

- You may reduce or cancel your election amount to cover a change in eligible medical expenses for those who enroll in the other health care plan.

Dependent Care Flexible Reimbursement Account:

- You may enroll when your spouse begins employment.
- You may increase, reduce or cancel your election amount to cover a change in eligible dependent care expenses.

Important Things To Know About Making An Election Change Request For This Event

- 1. What documentation is required.** Documentation provided by the other employer validating enrollment under their plan.
- 2. How to submit the request.** Within 31 days of the first day covered under the other employer's plan, use [EmployeeDirect](#) or complete a paper [Enrollment Form](#).
- 3. When approved changes take effect.** Changes are effective the first of the month following receipt of your request or following the event, whichever is later. When the later date is the first of the month, changes are effective that day.
- 4. Where to learn more.** Visit www.dhrm.virginia.gov. The [Employee Benefits link](#) includes answers to frequently asked questions and helpful information about handling a life-changing event. For more details, contact your agency's Benefits Administrator.

Reminder: If you miss this opportunity to submit your change request, your next chance will be at [Open Enrollment](#) or with another consistent [Qualifying Mid-year Event](#), whichever comes first.